



Brookhaven  
GEORGIA

Comprehensive Plan 2034

## MEETING MINUTES

**Date:** March 27, 2014 (10:30 to 12:30pm, Municipal Court)

**Purpose:** City of Brookhaven Comprehensive Plan 2034  
Steering Committee Kick-off Meeting

**Attendees:** *List of Steering Committee members and members of the public in attendance is provided at the end of minutes.*

**Prepared by:** Jacobs

*Upon arrival, attendees were provided with a meeting agenda, planning process overview fact sheet, a steering committee and public meeting schedule, and list of committee members.*

### Welcome

Marie Garrett, City Manager, started the meeting and welcomed all to the Steering Committee Kick-off for the Comprehensive Plan. The Comprehensive Plan will focus on the future land use vision for the city. Other parallel planning efforts, including the Buford Highway Improvement Plan and Economic Development Strategy, Comprehensive Transportation Plan, and Parks and Recreation Master Plan will be incorporated into the Comprehensive Plan. The recommendations of the Comprehensive Plan will also inform development of the other plans, such as the impacts on future land use vision on transportation needs. The Comprehensive Plan document will include a short-term and long-term work plan. The Planning Commission has authority to recommend City Council to approve the Comprehensive Plan for transmittal for regional and state review.

The City has held its kick-off meetings for the steering committees of other planning efforts this week as well. The City is planning two joint coordination meetings of all the Steering Committees for the various planning initiatives underway.

Steering Committee members were given demographic information from the joint Steering Committee meeting but asked to sign a waiver to not use information beyond informational purposes.

### Overview and Introductions

Susan Canon, Assistant City Manager/Director of Community Development, reiterated the importance of the planning effort and led introductions of the Steering Committee. It was noted



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that three Steering Committee members were unable to attend today. It was also noted that three City Council members were present, seated in the audience.

### Project Overview

Amanda Hatton, Jacobs project manager, provided an overview of the planning project, including key tasks, the planning time frame, and key elements of the plan. All cities and counties in the state are required to have a comprehensive plan and to update on a five year basis, at minimum.

It is exciting time in the City's history and that the Comprehensive Plan sets the overarching long-term vision and short-term action plan for the City. Steering Committee members were encouraged to think big and "make no little plans."

The City has been divided into planning areas to facilitate discussion at public involvement meetings.

### Questions and Answers/Discussion

After the project overview, Committee members offered the following questions and comments:

- Are there any risks going through the process so quickly? *The City is required to adopt its Comprehensive Plan by the end of the year. The tight schedule will help the community stay engaged in the planning process and maintain excitement about the plan.*
- What does a Quality Comprehensive Plan document look like? *The community is encouraged to consider their plan from a fresh perspective. All comprehensive plans completed by localities in Georgia are available online at the Department of Community Affairs. Jacobs will be working to make the plan document concise and user-friendly.*
- It is important that the broader community know what is going on with the Comprehensive Plan and be informed of meetings/activities. Local churches, homeowners associations, and swim/tennis clubs should be included in the outreach plan. The planning team/City should consider the best way to reach people. YouTube videos were suggested as an idea. *The consultant team will be completing a Public Involvement Plan as one of its initial steps.*
- The Steering Committee would like to have the ability to provide input into the Public Involvement Plan (PIP). *The consultant team will provide the PIP to the group for input once it is drafted.*
- Will the plan start from scratch or use example plans from other communities? *The plan must contain certain elements, as required by DCA. It's recommended that the City start fresh, as it started a new city for a reason. The DeKalb Comprehensive Plan will be reviewed by the consultant team as a part of the Baseline Assessment.*



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- The Comprehensive Plan should consider what's being planned in adjacent communities, including Sandy Springs, Dunwoody, Chamblee, and the City of Atlanta. Pill Hill in Dunwoody is seen as having an important influence on Brookhaven. Recent LCI studies in Dunwoody and Chamblee should be considered.
- The working maps for the Comprehensive Plan should include a buffer of surrounding areas.
- What is the role the Steering Committee at public meetings? *Steering Committee members are asked to attend and help facilitate discussion. The Comprehensive Plan has a special email address that should be used to submit comments on the planning process outside of public meetings: [comprehensiveplan@brookhavenga.gov](mailto:comprehensiveplan@brookhavenga.gov).*

### Needs and Opportunities Brainstorming

Steering Committee members were invited to brainstorm on needs and opportunities in the city by planning area. Input collected is summarized below. Several comments were city-wide in nature and are listed under overall city needs/opportunities.

#### Area 1

- Traffic/congestion on arterials is a problem. Through traffic from people coming and going from areas outside of Brookhaven is a problem.
- Additional crosswalks/sidewalks area needed to create a safer pedestrian environment. Johnson Ferry in particular has issues.
- The City needs to support other modes of transportation for longer distances.
- The area would benefit from having better connectivity to parks.

#### Area 2

- Is this the City Center?
- The MARTA station is an untapped resource.

#### Area 3

- Park space is needed.
- It is a hazardous walking area.
- The City would like to open up the creeks to development and make these areas an asset.
- Leverage the international community presence.
- Leverage the view of the Atlanta skyline.
- Preserve the heterogeneity of the area – age, income, religion, etc.
- Preserve affordable housing.



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### Overall City Needs/Opportunities

- Connectivity.
- Walkability.
- Less dependence on the car is desired.
- The City needs big ideas for creating a desirable pedestrian environment.
- Walking access to Brookhaven Park.
- Connectivity with focus on health/exercise.
- The City should look at connecting to the Sandy Springs path project.
- The Chamblee trail is another opportunity for the City to connect to at MARTA station area.
- Small scale commercial nodes are needed.
- The City will need to revisit zoning regulations to make sure smaller commercial nodes are permitted in the code. There may be a need to adjust the regulations.
- There's a need to educate the public about what mixed use residential means for a community. Some people have a negative association but don't fully understand it.
- Johnson Ferry provides an opportunity for Transit Oriented Development.
- Little development nodes along multi-use paths would help connect the city in a meaningful way while supporting other modes of transportation.
- The city needs destinations.
- Make the city navigable.
- Determine the right level of density.
- What is the right mix of multi-family for Brookhaven?
- In order to make Chamblee work, we need ecosystems that include high density to support the commercial viability as well as walkability of the area.
- Establish an identity and branding for the city – streetscaping, development styles, “One Brookhaven.”
- The community should define where and what is the City Center/Civic Center of Brookhaven. It should be the center of gravity for the community.

### Adjourn

Prior to adjourning, Committee members were provided with a homework assignment for the next Steering Committee Meeting on May 6 (10:30-12:30pm, location to be determined). The homework assignment included considering 1) the defining characteristics that should be included in Brookhaven's long-term vision and 2) what should be preserved or changed in the city in the long term. The group was reminded that the Public Hearing 1: Kick-off with Council will occur on April 22 at 7:00pm.



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**Attendance Record**

**MEMBERS OF STEERING COMMITTEE**

*Present:*

Thomas Bartolozzi  
ShannonCameron  
Susan Canon  
Charles Gerrick  
Jack Honderd  
Adrian Schmidt  
Stan Segal

**OTHERS IN ATTENDANCE**

LaTria Garnigan  
Marie Garrett  
Ben Song  
Blair Belton  
Jim Eyre  
Amanda Hatton (Jacobs)  
Chuck Button (Jacobs)